



CHILDREN'S PROTECTIVE SERVICES  
Notice of Action and Rights

County:  
Date of Complaint:

Case No.:  
Date of Notice:

The Michigan Child Protection Law, Public Act 238 of 1975, requires the to maintain a Central Registry to carry out the intent of the law – to protect children. In the case cited above, you are identified on the Central Registry as a person responsible for:

This notice is being sent to you because of a recent Children's Protective Services investigation involving you or release of Central Registry information about you to someone allowed access to the information by the Child Protection Law.

Access to Central Registry is limited but includes the following:

- Children's Protective Services, including other states and Native American Tribes
- Law enforcement agencies investigating child abuse and neglect
- A physician treating a child suspected of being abused or neglected
- Any biological or adoptive, custodial or noncustodial parent or legal guardian of a child who is the subject of the investigation
- A person named in the report as responsible for, or allegedly responsible for child abuse/neglect or an adult person formerly identified as the victim of abuse/neglect, or an attorney representing these person
- A lawyer-guardian ad litem appointed by the court to act in the best interest of the child in an abuse/neglect court case
- Individuals or agencies involved in the treatment of the child or the family including the Office of Children's Ombudsman, county medical examiner or child fatality review team
- A court or grand jury, including the Friend of the Court
- Child placing agencies and juvenile courts for the purpose of evaluating foster homes and adoptive placements
- The Bureau of Regulatory Services for the purposes of licensing child care organizations
- FIA for purposes of certifying child day care aides

Some information may also be released to the public by the Director of the agency under very specific and limited circumstances when it is determined to be in the best interest of the child or not in conflict with the child's best interest and providing another very specific benefit. The law does not permit release of information under this circumstance without your being notified in advance and being advised of your right to appeal prior to release of the information.

You have the right to review the investigation record in this case. You may arrange to review the record by contacting the supervisor named below. You must present personal identification before reviewing

the record. A person named on Central Registry may request that the record be changed or expunged. If you wish to request a change or expunction of the record, you must make a request in writing, along with any supporting information you wish to submit, to the supervisor named below.

Within 30 days of receiving your request, the children's protective services supervisor will grant or deny it based on whether the case record contains a preponderance of evidence of child abuse or neglect. The supervisor will inform you in writing whether your request is granted or denied. If the request is denied, you may request an administrative hearing. If Central Registry also shows you are identified in other complaints, then the date(s) of complaint(s) will be listed below. If you wish to review the record or request a change or expunction in those complaints, you must make a written request to the supervisor.

Date(s) of Complaint(s):

Name, Address, Phone no. of the Supervisor:

\_\_\_\_\_  
Children's Protective Services Worker

\_\_\_\_\_  
Date

\_\_\_\_\_  
Supervisor  
Children's Protective Services Supervisor

\_\_\_\_\_  
Date

I acknowledge receipt of this Notification. I understand my signature here is voluntary and acknowledges only that I have received a copy of this notice.

\_\_\_\_\_  
Recipient

\_\_\_\_\_  
Date

Recipient refuses to sign

\_\_\_\_\_  
Children's Protective Services Worker

\_\_\_\_\_  
Date